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Office Memorandum • UNITED STATES GOVERNMENT

TO : C/Plans and Policy Staff

DATE: 16 December 1955

FROM : C/Junior Officer Training Program

SUBJECT: Weekly Activity Report #50
7-13 December 1955A. SIGNIFICANT ITEMS

Nothing to report.

B. NORMAL ACTIVITIES

1. [] has returned from a six-months TDY []
He was debriefed thoroughly concerning the advantages, disadvantages, and various opportunities for the JOTP similar to the experience he had had. With proper development such a program should add considerably to the training of operational-type JOT's.

2. C/JOTP attended

a) a meeting of the Committee for the Career Development of Junior Personnel to select candidates in the fourth running of the JCD Program

b) a meeting at which [] outlined management practices having to do with personnel

c) debriefings of [] (see 1. above) with DTR and C/OS

d) a meeting with [] to discuss possible placement of []

e) a meeting with [] concerning procedures for reporting test results

f) the ONE Briefing

3. JOT interviews were held on the following subjects:

[] - interim assignment between courses
[] orientation to the Program
[] - unsatisfactory showing in Operations Support
[] - probable assignment to WE
[] training program
[] debriefing on TDY

[] - training progress

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4. A complete statement of language interests and qualifications of JOT's entering the Operations Course in January has been submitted to C/LETS and C/OS.

5. JOT's [] have completed the non-clerical basic typewriting course given before working hours. Many thanks are due [] and her staff for supporting this endeavor. The JOT's showed fine interest and enthusiasm for this extra-curricular work. 25X1

C. PERSONNEL NOTES

1. [] has completed his required military tour and has resumed civilian employment in the Agency. 25X1

2. One interview was held with a JOT candidate.

3. Of five new files reviewed, one was rejected, one was invited to Washington for testing, and three were listed for field testing. 25X1

4. Requests for true actions were submitted on [] 25X1

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